

W3NA Board Meeting Minutes
Thursday, December 3, 2015

Held at: St James United Methodist Church
Present: Pastor Bob Holiday, Sandy Miller, John Kovacik, Lois Miller, Carlos Nagel
Absent: Bill Crouse
(Note: Jeff Seligman resigned from the Board on 12/1/15)
Guest: Lee Oler from Balboa Heights

John Kovacik, President, called the meeting to order at 6:55 pm.

A. OLD BUSINESS

1. **Approval of minutes:** It was moved, seconded and unanimously approved to accept the November minutes as emailed.
2. **Treasurer's report:** Sandy reported a starting balance of \$216.26; \$25.00 dues from Balboa Heights NA; no expenses; ending balance of \$241.26.

Sandy looked into moving the W3NA account from Hughes FCU to a bank, and visited Wells Fargo and Chase banks on Campbell. She explained the charges they have. It was moved, seconded and approved to move the W2NA bank account to Wells Fargo (if the account can be set up with no monthly fee).

3. Committee Reports

- a. **Nominating Committee:** Pastor Bob had nothing to report.
- b. **Communications:** Sandy reported that she contacted Ron Staut who John met at GAIN, and he has joined the e-list. Also, Ron Tullgren responded to the "W3NA needs YOU!" post, saying he may be available to help us (he was with the Gospel Rescue Mission and has non-profit experience).
- c. **Fundraising:** Carlos reported that about \$79 was raised at the fundraiser at BJs. The check is on its way. There was interest in asking how frequently we can have an event at BJ's, and also in finding out if there are other restaurants that will do the same kind of thing.
- d. **Program Committee:** The committee has not yet met. Sandy suggested that deciding on a day and time for the Programs, and finding out if Woods is available should be a priority, and the committee should set a meeting soon.

Lee Oler wondered if we were interested in having someone from the Sign Code Committee present a Program, because people are not familiar with what they do. She said the

Administrator is a good speaker and would provide a good presentation. Lois suggested Lee assist with the planning for that Program, but a month for the Program was not determined.

4. **Annual Meeting:** Last month we established that the date and time for the meeting will be Saturday, January 16 from 10:30 to noon. Three locations were suggested – Woods Library (not available), SJUMC (available), and Boondocks (available). It was moved, seconded and passed unanimously to have the meeting at the church. Bob said he would put it on the church calendar.

We discussed refreshments, but did not make plans. The board members plan to have lunch together at Boondocks after the meeting. We agreed that we need to have the agenda for the Annual Meeting ready for discussion at the January board meeting. It was also agreed that we should send out a “pre-announcement,” with date, time & location but no agenda, to our e-list and in the Ward 3 e-Note.

5. **Collaborative Workshop:** Carlos reported that the workshop will be held on Saturday, January 23 from 9 am to 3 pm, at the Ward 3 council office. Ten people have expressed strong interest. He hopes to have a minimum of 12 attendees, and up to 18. If the attendees are satisfied with the workshop, he plans to ask them if they would make a contribution to W3NA. Carlos will send another announcement to the W3NA e-list and will ask Judith to include it in the Ward 3 e-Note.
6. Lois reported that her partner, Jefferson James, has gotten a 3’ x 2’ banner made for W3NA that we can use for events. It cost \$15. Sandy will write a letter to Jefferson.

B. NEW BUSINESS

1. **Discussion of creating Publicity and/or Membership committees:** We tabled this discussion because we do not have the depth for more committees. John mentioned three priorities for W3NA – Communication, Publicity & Membership, and stated that all of us should be actively involved in all three of them at all times.
2. **Discussion of Focus for W3NA:** John wanted to agree on priorities, determine specific tasks needed to address them, and agree who would take on each task. He asked for the best way to get the items on the Strategic Direction document to action. Ideas included:
 - Bob said we need to create “events.” He suggested having some events at schools.
 - Lois suggested an event for MLK Day of Service, but it is too soon (Jan 18) for us to get anything set up.
 - Bob suggested promoting an in-service training for NA officers to help NAs become more effective, with TPD to cover NW, and people from City government (OIP). This would cover items 1c, 2a, 2b & 3b of the Strategic Direction.
 - John mentioned TRRG/OIP/Rebecca Ruopp discussions to set up a “Keys to Collaboration” program that would include training & facilitation for neighborhood stakeholders (City staff, residents, businesses & developers).
 - Bob talked about “Tucson Tomorrow” in the early 80’s, which hosted executive-level training that talked about effective management.

- Bob said we need to develop an action plan on how to accomplish the Strategic Direction.
- John said we should continue the Programs.
- Lois suggested selecting at most two projects each year.
- John said the hope is that projects would “come to us,” which would be consistent with our role as a central hub/communication facilitator or resource for Ward 3.
- Bob said we need to do more than talk among ourselves; we need to reach the community and address the needs of the Ward 3 residents, by creating activities.
- Bob suggested going to schools and asking, how W3NA can help (with their activities).
- Bob suggested asking individuals from student government to be part of the effort.
- John suggested a page on our website to publicize NEEDS – a place where people could go to match their talents with areas of need.
- Bob explained the process of creating an action plan:
 - i. Determine what’s great about the organization.
 - ii. Determine some of the areas of concern.
 - iii. Prioritize the concerns.
 - iv. Pick the top 1 or 2.
 - v. Develop a specific action plan for those 1 or 2 issues.
 - vi. Determine our resources and the obstacles.
 - vii. Come up with a realistic ideal.
 - viii. Identify resources we have that could help.
 - ix. Determine some things we can do to help.
 - x. Break it down into small tasks.
- Bob suggested that each board member attend a PTA meeting in a Ward 3 school and ask: “What do you want/need to improve your community? How can W3NA help?”
- John suggested coming up with a survey to take to the PTA meetings.
- Sandy suggested that when we have a Program that is pertinent to the parents of a certain demographic (e.g. Tenants’ Rights), we get the information out through the schools in that area. This would make more people familiar with the Alliance. Bob has experience with this and offered to help.

3. **Other New Business:**

- Sandy suggested changing the start time for the board meetings from 6:30 to 6:45 because it seems that people have difficulty making 6:30. This was moved, seconded and approved.

The meeting was adjourned at about 8:33 pm.

Next meeting: Thursday, January 7, 2016, 6:45 pm, SJUMC.

Respectfully submitted,
Sandy Miller, Secretary